

**STATE OF MONTANA
OFFICE OF THE STATE PUBLIC DEFENDER
REQUEST FOR PRE-APPROVAL OF CLIENT COSTS**

The Regional Deputy Public Defenders (RDPD) in cases assigned to either an FTE or contract attorney, and the Conflict Coordinator (CC) in cases assigned to conflict attorneys must pre-approve all costs exceeding \$200 per task in each case.

Attorney's Name

Case Name

OPD Case #

Task Provider's Name

Estimated Cost of Task

Short Justification for Task and Cost: _____

Requesting Attorney Signature

Date

The Requesting Attorney must complete and forward this form to the Regional Deputy Public Defender for approval.

If the case is a conflict matter, please forward this form directly to:

Kerry Newcomer, Conflicts Coordinator

k.newcomer@gn-law.com 406-327-0771 (Fax)

RDPD or CC [Approve / Deny]

Date

I certify that I have reviewed the request which exceeds \$2000; have explored alternative, financially responsible options with the requesting authority, and recommend that the request be [Approved / Denied]

RDPD or CC

Date

**For Central Office or Commission Use Only
Requests Exceeding \$2000**

Contract Manager [Approve / Deny]

Date

Commission Committee [Approve / Deny]

Date